

**HUMAN RESOURCES OFFICE
CALIFORNIA NATIONAL GUARD
P.O. BOX 269101
SACRAMENTO, CA 95826-9101**

AIR TECHNICIAN VACANCY ANNOUNCEMENT #05-041A

**Aircraft Cargo Specialist (2 Psns)
80334000
WG-5201-10
\$20.57 - \$23.98 ph**

**ANNOUNCEMENT DATE:
CLOSING DATE:**

**31 January 2005
1 March 2005**

SELECTING OFFICIAL:

Support Officer

APPOINTMENT FEATURES:

**Excepted Service
Enlisted Grade**

POSITION LOCATION:

146th Airlift Wing – Channel Islands ANG, CA

This position is located in the Aerial Port Section, Air Operations Division. The incumbent must maintain currency and skill in all aerial port functions related to the airdrop mission of the Air National Guard. This includes performing a full variety of aerial port functions inclusive of air terminal operations center (ATOC) duties, air cargo processing/inspection, airlift capability forecasting, passenger processing, fleet service, combat readiness and resources, and functions of an aerial delivery support flight.

1. AREA OF CONSIDERATION: 146TH Airlift Wing. Applications will be accepted from current technicians and military members of the 146th Airlift Wing, Channel Islands ANG, CA., only.

2. CONDITIONS OF EMPLOYMENT: a. Must qualify for appropriate level of security clearance required by the position. b. Must wear appropriate military uniform including required grooming standards. c. Must maintain a compatible military unit, grade, and job assignment as required by current directives. d. Must participate in PD/EFT (Direct Deposit).

3. MILITARY GRADE AVAILABLE: ENLISTED GRADE THROUGH E-6. PRIOR TO EFFECTIVE DATE OF PERSONNEL ACTION, SELECTEE MUST OCCUPY A COMPATIBLE MILITARY POSITION WITHIN A COMPATIBLE UNIT IN ENLISTED GRADE THROUGH E-6 OR HAVE A COMPATIBILITY WAIVER APPROVED BY NATIONAL GUARD BUREAU. GRADE INVERSION IS NOT ALLOWED. IF THIS IS A SUPERVISORY POSITION, THE MILITARY GRADE OF SELECTEE MUST BE EQUAL TO OR HIGHER THAN THE MILITARY GRADE OF THOSE TO BE SUPERVISED.

Notice: All National Guard applicants must state Unit of Military Assignment, Military grade and MOS/AFSC.

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4. QUALIFICATION REQUIREMENTS:

a. **General:** Experience, education, or training which demonstrates the candidate's knowledge of equipment and practices associated with the type of work to be done.

b. **Specialized:** Must have 18 months specialized experience in verifying cargo against manifest; inspecting for damage or unusual condition of shipment; experience which demonstrates the applicant's knowledge of appropriate cargo locations considering factors such as use, size, shape of cargo; knowledge of storing and handling hazardous cargo; experience in weight and balance computations, distribution and palletizing of loads; experience in using forklifts; experience in using automated or manual means to complete air movement records or reports; experience in operating sewing machines, punch presses, and stenciling machines; experience in inspecting parachutes and identifying defective equipment; experience in using navigational aids to determine timing points and marking drop zones.

c. **Substitution of Education for Specialized Experience:** Study successfully completed in a college, university, technical or vocational school may be substituted for experience at the rate of one year of study (30 semester hours or 20 classroom hours of instruction per week) for 6 months of experience. Maximum credit is 6 months of specialized experience. Courses must be directly related to the work of the position.

TO BE CREDITABLE, XEROX COPIES OF COLLEGE TRANSCRIPTS ARE REQUIRED

d. Must possess a valid state driver's license.

e. Forklift operator's license is desirable.

5. KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledges, skills, and abilities will be used to determine the best qualified applicants from which selection will be made.

a. Skill in verifying shortage, overage, and damaged condition of cargo.

b. Knowledge of storage procedures and safety requirements of cargo.

c. Knowledge of aircraft loading and unloading procedures, weight and balances, distribution, palletizing and safety.

d. Ability to use forklift.

e. Knowledge of air movement forms, records and reports.

f. Ability to inspect, identify and repair various items by using sewing machines or punch presses.

g. Ability to use navigational aids in drop zone operations.

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SELECTEE WILL BE REQUIRED TO BE ASSIGNED IN A COMPATIBLE MILITARY POSITION IN AFSC 2T2XX.

MALE SELECTEES BORN AFTER 31 DECEMBER 1959 WILL BE REQUIRED TO SIGN A PRE-APPOINTMENT CERTIFICATION STATEMENT FOR SELECTIVE SERVICE.

INSTRUCTIONS FOR APPLYING: INDIVIDUALS MAY APPLY BY SUBMITTING AN OPTIONAL FORM (OF) 612, OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT; A STANDARD FORM (SF) 171, APPLICATION FOR FEDERAL EMPLOYMENT; A RESUME OR ANY OTHER WRITTEN FORMAT. IF YOUR APPLICATION OR RESUME DOES NOT INCLUDE ALL THE ITEMS REQUESTED ON THE OF-612 AND THIS VACANCY ANNOUNCEMENT, ALONG WITH A NARRATIVE DESCRIPTION OF HOW YOU MEET THE GENERAL AND SPECIALIZED EXPERIENCE REQUIREMENTS, YOU MAY LOSE CONSIDERATION FOR THE POSITION. IF YOU DESCRIBE MORE THAN ONE TYPE OF WORK (FOR EXAMPLE, CARPENTRY AND PAINTING, OR PERSONNEL AND BUDGET), WRITE THE APPROXIMATE PERCENTAGE OF TIME YOU SPENT DOING EACH. THE ABOVE FORMS ARE AVAILABLE AT THIS OFFICE AND ANY FEDERAL AGENCY.

SUBMIT APPLICATIONS TO: THE HUMAN RESOURCES OFFICE (HRO), P.O. BOX 269101, SACRAMENTO, CA 95826-9101 (OR FOR EXPRESS MAIL: 9800 GOETHE ROAD, SACRAMENTO, CA 95826-9101). ***ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY CLOSE OF BUSINESS ON THE CLOSING DATE INDICATED ABOVE.*** VETERANS PREFERENCE DOES NOT APPLY.

****ALL APPLICATIONS MUST BE SIGNED & DATED****

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

FEDERAL LAW PROHIBITS THE USE OF GOVERNMENT ENVELOPES, POSTAGE, OR FACSIMILE (FAX) FOR SUBMISSION OF APPLICATIONS.

PERMANENT CHANGE OF STATION (PCS) EXPENSES MAY/MAY NOT BE AUTHORIZED FOR THIS POSITION. AUTHORIZATION FOR PAYMENT OF PCS EXPENSES WILL BE GRANTED ONLY AFTER DETERMINATION IS MADE THAT PAYMENT IS IN THE BEST INTEREST OF THE CALIFORNIA NATIONAL GUARD.

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER